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ABSTRACT

LANGUAGE RESEARCH IN PROGRESS (LRIP) IS A FACILITY FOR THE RAPID EXCHANGE OF INFORMATION AMONG RESEARCHERS ON CURRENT WORK IN ALL FIELDS PERTAINING TO HUMAN COMMUNICATION. IT IS CONCERNED WITH CURRENT DOCUMENTED RESEARCH, DETAILS OF WHICH ARE SUBMITTED VOLUNTARILY BY INVESTIGATORS. THE SYSTEM CONSISTS OF (1) A COLLECTION OF DOCUMENT FILES CONTAINING BACKGROUND MATERIALS OF RESEARCH PROJECTS; (2) A THREE-WAY CARD FILE SYSTEM ORDERED BY PROJECT NUMBER, INVESTIGATOR/INSTITUTION, AND SUBJECT CATEGORY; AND (3) A THESAURUS. CONTRIBUTORS SUPPLY FILLED-OUT PROJECT DESCRIPTION FORMS, ABSTRACTS, OR CURRENT DOCUMENTS. LRIP PUTS OUT BI-ANNUAL REPORTS LISTING RESEARCH CURRENT IN THE PREVIOUS SIX MONTHS AND RUNS A SERVICE SUPPLYING ON REQUEST ABSTRACTS FOR THE PROJECT DESCRIPTIONS LISTED IN THE LATEST REPORT. ITS PRINCIPAL PROBLEM IS THAT OF PERSUADING INVESTIGATORS TO CONTRIBUTE PROJECT INFORMATION OF SUFFICIENT DETAIL AND CURRENCY. APPENDED ARE (1) THE LRIP PROJECT DESCRIPTION FORM; (2) THE LRIP-USER TWO-MINUTE CHECKLIST; (3) TWO TABLES SHOWING THE DEPARTMENTAL AFFILIATIONS OF 200 USERS OF LRIP AND THEIR PROFESSIONAL SPECIALITIES AND FIELDS OF INTEREST; AND (4) A COST STUDY OF THE LRIP SYSTEM, BY DOUGLAS CAMPION. (AUTHOR/DO)

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CENTER FOR APPLIED LINGUISTICS

LANGUAGE INFORMATION NETWORK AND CLEARINGHOUSE SYSTEM (LINCS)

U.S. DEPARTMENT OF HEALTH, EDUCATION & WELFARE
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THE LANGUAGE RESEARCH IN PROGRESS SYSTEM OF THE CENTER FOR APPLIED LINGUISTICS

by Joy Varley

with an APPENDIX

by Douglas Campion

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Prepared in collaboration with the Language in Education Program of the Center for Applied Linguistics.

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ABSTRACT

Language Research in Progress (LRIP) is a facility for the rapid exchange of information among researchers on current work in all fields pertaining to human communication. It is concerned with current documented research, details of which are submitted voluntarily by investigators. The system consists of (1) a collection of document files containing background materials of research projects; (2) a three-way card file system ordered by project number, investigator/institution, and subject category; and (3) a thesaurus. Contributors supply filled-out Project Description Forms, abstracts, or current documents. LRIP puts out bi-annual Reports listing research current in the previous six months and runs a service supplying on request abstracts for the project descriptions listed in the latest Report. Its principal problem is that of persuading investigators to contribute project information of sufficient detail and currency.

1. Scope and Objectives

The system known as Language Research in Progress (LRIP), which is maintained by the Language in Education Program of the Center for Applied Linguistics (CAL), is a facility for the rapid exchange of information on current work between researchers in all fields pertaining to human communication. It was established to answer an urgent need for rapid exchange of information among such persons because of the variety of disciplines contributing to work of this nature, because of the fractionalized nature of publications in the pertinent fields (some 300 journals regularly publish work pertaining to human communication), and because of the frequently lengthy publication lag between the writing up of research results and their appearance on the printed page. Much work, furthermore, is published in fugitive or technical report form, and is thus difficult of access to the majority of interested persons.

LRIP covers the fields of linguistics, speech, speech pathology, audiology, phonetics, and sub-fields of anthropology, psychology, sociology, acoustics, and medicine. Animal communication studies are also included, as may be a few relevant animal experimentation studies.

LRIP is concerned only with current, documented research, details of which must be submitted voluntarily by investigators. "Documented" means that enough information about the progress of the research (either past or intended) must be submitted to make its goals and orientation clear to the researchers.

LRIP is intended to keep researchers up-to-date on current work in their own or related areas. It is intended primarily to be used by persons already engaged in research (of whatever kind) but the permanent mailing list also contains the names of government agency personnel, persons engaged in information gathering and dissemination, and persons who, although not currently engaged in research, may well be so in the future. Since the LRIP Reports are, at least for the time being, free publications, certain restrictions on the permanent mailing list are necessary, but free single copies may be sent to private individuals on request.

2. System Components

The LRIP system consists of:

(1) A collection of document files, ordered by project number, containing background materials of research projects. These materials may consist of filled-out Project Description Forms, abstracts, progress reports, technical reports, unpublished conference papers, journal reprints, and final reports to funding organizations. Generally, final reports on research projects which are received by LRIP are placed in the CAL library, for wider availability, once the abstract has been removed from the current to the completed card file. Some bibliographic material may be included in the document files, but bibliography is not systematically collected. The contents of files vary in some cases from minimal information (i.e. no more information than is contained in the abstract) to several thick folders containing the output of several years' work. These materials are all donated voluntarily by investigators.

(2) A three-way card file system containing 5x8 cards bearing the abstracts. The main card file contains the key abstract cards, filed by project number, from which photocopies are made for duplication within the system (including the file of current abstracts maintained in the CAL Library), and for mailing to users requesting abstracts. In the second file the cards are filed alphabetically by investigator/institution (by state and foreign country) and in the third, by subject category. Thus, access to the card file may be gained by project number (which is also the number of the document file containing background materials), by investigator's name, by institution at which research is being carried out, and by subject category (descriptor, or indexing term).

The working (current) card file at any moment contains the research which will be listed in the next LRIP Report. The completed card file consists of all abstracts which have been withdrawn from the working card file, either because the research has been completed or because the abstract is out-of-date and current information has not been supplied by the investigator. Visitors to CAL may consult both working and completed card files and document files.

(3) The thesaurus, which has been built up over more than five years of experience and experimentation, is frequently reviewed in the light of new information, obtained either from research or from suggestions made by users. The thesaurus is essentially pragmatic and is intended to permit users to find material in their fields of interest quickly and with the minimum of searching. The thesaurus is, however, far from perfect, and no one ruling principle is maintained. It has a number of main categories such as "Computational

Linguistics", "Lexicography", and "Terminology". Some may stand alone (for example "Syntax"); others may contain a number of sub-categories ("Psycholinguistics" has 13). In addition to the terms appearing in the main and sub-categories, there is a group for thesaurus cross-referencing which directs the user to the appropriate main or sub-category. A user looking under "Prosodic Features" would be referred to the sub-category "Paralinguistics" under the main category "Psycholinguistics". All categories contain basic and applied research; "Morphology" contains both work done on the morphology of a certain language and work on morphological theory in general. Some categories refer to very narrow specialized and concrete areas, for example, "Spectrographic Analysis", under "Phonetics". Other breakdowns are much more general.

3. Input

Input is accepted in several forms. For the convenience of users, a Project Description Form (see Appendix A), supplied with the Reports (see Output) may be filled out by persons contributing to the system. Otherwise, contributors may send their own abstracts, or may simply send current documents which are then abstracted by the LRIP staff. Indexing,of the abstracts, according to the terminology of the thesaurus, is also done by the LRIP staff.

4. Output

Two services are offered by Language Research in Progress:

(1) LRIP Reports. These appear twice a year and list, in three parts, the contents of the current card-file at a certain arbitrary cut-off date. As of July 1969, the mailing list for these reports had about 1,600 names.

The three parts of the report are the thesaurus (main and sub-categories and terms for cross-referencing), in which projects are listed by project number; the alphabetical listing of investigators and institutions (the latter by U.S. state or foreign country); and the numerical listing of projects including title, principal investigator, and institution. The Reports contain an explanatory preface and brief instructions on using the Reports.

(2) The abstracting service. Since it is not possible to print the abstracts, users are urged to check through all three sections of the Reports and to write to the staff requesting abstracts of those titles of interest to them. The abstracts can usually be mailed within a week of receipt of request. They consist of photocopies of the key cards from the numerical card file. The quality of abstracts varies a great deal, according to the amount of information supplied by the investigator. The minimum amount of information acceptable as documentation would fill half a 5x8 card; some of the abstracts, however, run to as many as four or more cards, although the average is about one and one-half.

Since the research content constantly changes, and each Report lists research current during the six months preceding its appearance, including research that terminated during that period, a user who requested abstracts listed in a particular report might find some he received marked "completed" or "outdated". An attempt is made to supply requesters with abstracts of research reports that may have come into the system since the last Report was sent to the printer. Requesters are always sent the latest information in the system. Special requests by mail for outdated abstracts, or those from superseded LRIP Reports, cannot be filled. Only mail requests based on the latest Report are handled. Past Reports are available but are considered historical documents.

5. Major Problems with LRIP

One of the greatest problems is that of persuading investigators to contribute their information and to keep updating it as new work is done. Obviously investigators have many calls on their time, are besieged by requests from all sides (perhaps partly as a result of LRIP). It is apparent, however, that the twice-yearly Reports, with their Project Description Forms and appeals to investigators to update their work, are not sufficient reminders for the majority of researchers. Periodically, the LRIP staff sends out reminder letters to certain researchers.

Many of the investigators who do send back the Project Description Form fail to provide enough information. While the LRIP staff is willing to search through the documentation provided and to write abstracts for the investigators, many investigators do not provide enough information to permit this. Such projects are listed by title only in an appendix to the LRIP Reports.

Many users also seem to be unaware of the narrow limitations of the LRIP project. Many confuse it with ERIC (the U.S. Office of Education's Educational Resources Information Center, whose Clearinghouse for Linguistics is also located at CAL). LRIP cannot provide copies of documents, personalized bibliographies, or state-of-the-art papers.

6. LRIP User Survey

An "LRIP-User 2-Minute Checklist" (see Appendix B) was mailed out to the 1,500 users along with Report No. 5, in September 1967. 276 replies were received. Summaries of (1) the users' departmental affiliations and (2) the users' descriptions of their professional specialities are found in Appendix C, Tables 1 and 2.

Some of the more interesting results are as follows:

162 respondents found LRIP useful; 99 more found it very useful; 7 found it unhelpful (but 5 of these 7 wished to continue receiving it).

129 respondents said that they had never requested abstracts because they had been unaware of the service. Their discovery of it probably accounts for the upsurge in abstract requests.

222 respondents were willing to pay from $1.00 to $3.00 per year for the LRIP Reports. 198 respondents were willing to pay for abstracts. Some were willing to pay for the Reports but not abstracts, and some vice versa.

40 responding contributors reported a total of 141 direct requests to them by users who had seen their work listed in the Reports, an average of 3.5 requests to a contributor. 88 users reported 272 contacts with contributors whose work they had seen listed, an average of 3.1 contacts for each user.

It should be borne in mind that not all contributors responded to the checklist, and that many non-contributing users did respond. 29 of the 40 responding contributors noted that they had contacted other contributors themselves. Of all these respondents, 70 felt that all the contacts had been useful, and 21 felt that only some had been useful.

7. General Comments

A case-history study was made of 14 separate research projects reported in LRIP Reports No. 1 and No. 2*. The study was designed to indicate how much material was generated by such projects and what the patterns of information dissemination were. Several facts emerged clearly from this study. As might be expected the most frequently used outlets were journal articles, conference papers, and technical reports. The most productive fields appeared to be psycholinguistics and sociolinguistics. A period of from two to four and one-half years intervened between the initiation of a research report and its publication in a journal or in conference proceedings. A little over 50% of the items produced by the 14 projects were covered in widely available abstract journals, bibliographies and indexes another year and a half after publication. These and other facts reported in detail in the report showed very clearly the continuing need for current awareness services such as LRIP and also the urgent necessity for improving publication operations in the language science field.

Since LRIP operates on core CAL funding (the Ford Foundation grant made to CAL in October 1965), and does not charge users for its services, it is able to function only in a restricted fashion (see Appendix D). With current funding, the mailing list cannot exceed at most 1,750 names, and it is doubtful whether the handleable number of current projects could ever exceed 500 at any one time. With more funding and staff, the project could well expand into a world-wide information exchange facility.

Besides the abstracting service intended for users, for a time the LRIP staff operated an information exchange with the Smithsonian Institution's Science Information Exchange (SIE). Copies of each new abstract that entered the LRIP system were sent to SIE, and SIE performed requested searches on special topics for LRIP. This exchange was discontinued in 1968.

In addition, LRIP cooperates closely with the ERIC Linguistics Clearinghouse (see page 5), bringing incoming fugitive documents to the attention of the ERIC staff.

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* Judith Krone, Information Dissemination in the Language Sciences: Case Histories of Fourteen Research Projects (Washington, D.C.: Center for Applied Linguistics, forthcoming).

Since the LRIP staff also consults current literature in all fields dealing with human communication, it is often in a position to draw certain research to the attention of interested persons, although this work may not have been formally entered into the LRIP system. Periodic informal cooperation with persons inside and outside the Center is frequent, but at this time, no more formal cooperative arrangements than those mentioned above can be undertaken.

APPENDIX A

Center for Applied Linguistics, 1717 Mass. Ave., N.W., Washington, D.C. 20036

LANGUAGE RESEARCH IN PROGRESS (LRIP)

Project Description Form

LRIP publishes two reports each year. It is a continuing project which collects and disseminates information concerning research contributions to understanding of language systems, speech acts and body movements as they are learned and used in human communication.

Please check appropriate box below:

[ ] I report on new (or previously unreported) research.

[ ] This report updates previous reports.

[ ] No new information (I complete items 1 and 2 only).

PLEASE NOTE CAREFULLY! IT MAY SAVE YOU TIME!

By agreement between the Smithsonian Institution Science Information Exchange and the CAL, if you have submitted abstracts to SIE within the last six months, you may send us copies of such abstracts, excluding budget information. Use this CAL form only to report other new or previously unreported research.

Please return this form to the Center for Applied Linguistics within two months. This information will then be included in the next issue of Language Research in Progress. Please use the enclosed self-addressed envelope. Mail under separate cover recent progress reports, reprints, other supporting material, bibliographies and publication lists.

1. Name and title of principal investigator:

2. Preferred title of research project:

3. Name and address of institution(s) where research is being carried out:

4. Names and titles of all persons connected with the project in a research capacity:

5. Sources of support (include grant or contract numbers, where applicable):

---

6. Date research began: 7. Est. date of completion of research:

If a current abstract providing the information requested is available, you may attach it instead of filling out items 8-10.

8. Goals (purposes, objectives) of the study:

---

9. Approach or methodology (experimental design, techniques, equipment):

---

10. Results to date:

---

11. Prediction (if possible) of future course of this research project:

---

12. Other research planned for the future, whether or not connected with the above:

Please return to Language Research in Progress, Center for Applied Linguistics, 1717 Massachusetts Avenue, N.W., Washington, D.C. 20036

January 1967

APPENDIX B

CENTER FOR APPLIED LINGUISTICS, 1717 Mass. Ave., N.W., Washington, D.C. 20036

LRIP-USER 2-MINUTE CHECKLIST

Please take two minutes to fill out this checklist and return to Joy Varley at above address. Leave blank where inapplicable; use back of this page for any additional comments. (8/67)

1. Name_____

2. Profession/Special field of interest_____

3. Have you ever contributed to LRIP [ ] yes [ ] no

4. Do you contemplate contributing in the future [ ] yes [ ] no

5. Do you find LRIP generally [ ] unhelpful [ ] useful
   [ ] very useful

6. Whatever you checked in 5, do you wish to continue receiving LRIP [ ] yes [ ] no

7. Have you ever requested abstracts from the LRIP system
   [ ] yes [ ] no

8. If yes in 7, have you found these abstracts enlightening
   [ ] yes [ ] no [ ] both

9. If no in 7, was this because [ ] you found nothing pertaining to your own work [ ] all the work listed was known to you
   [ ] you hadn't relaized abstracts were available

10. When requesting abstracts, do you do so on the basis of
    [ ] appearance under a category listing
    [ ] appearance in title listing [ ] investigator's name

11. If necessary, would you be willing to pay for LRIP (2 issues a year) [ ] yes [ ] no

12. Do you think it is worth [ ] $1 [ ] [illegible] [ ] $3

13. Would you also be willing to pay for abstracts (say, 5 cents a page) [ ] yes [ ] no

14. Have you, to your knowledge, been contacted by anyone as a result of your work appearing in LRIP [ ] yes [ ] no

15. If yes in 14, how many times [ ] 1 [ ] 2 [ ] 3-5 [ ] 6+

16. Have you, as an LRIP-user, ever contacted anyone as a result of seeing his work listed in LRIP [ ] yes [ ] no

17. If yes in 16, was it as a result of seeing the abstract first [ ] yes [ ] no [ ] both

18. How many investigators did you contact [ ] 1 [ ] 2 [ ] 3-5 [ ] 6+

19. Do you consider that these contacts have been fruitful [ ] yes [ ] no [ ] both

20. Do you ever consult any of the following information services

[ ] Science Information Exchange
[ ] Defense Documentation Center
[ ] ERIC
[ ] USOE Current Project Index
[ ] USPHS Research Grant Index
[ ] Information Center for Hearing, Speech and Disorders of Human Communication
[ ] JASA Current Publications on Acoustics

Abstract journals:

[ ] Research in Education
[ ] Psych Abstracts
[ ] LLBA
[ ] DSH

Others (please give details)_____

_____

_____

_____

APPENDIX C

Table 1

Departmental Affiliations of 200 Users of Language Research in Progress

Anthropology		8
Computer Science		5
Education (incl. Univ., State & Local Govt.)		22
Electrical Engineering		1
English		9
Foreign Language and Area Studies		
African Studies	1	
Asian Studies	4	
French	1	
German	5	
Indian Studies	1	
Romance Languages	1	
Scandanavian	1	
Slavic	2	
Spanish, Hispanic Studies	1	
Uralic - Altaic	2	
Total		19
Interdisciplinary Research Institutes		
Behavioral Research	1	
Children	6	
Cognitive Studies	8	
Human Growth and Development	17	
Human Learning	3	
Languages and Language Behavior	32	
Language Research	3	
Mathematics in the Social Sciences	1	
Rand Corp.	15	
Total		86
Library Science		1
Linguistics		41
Logic and Philosophy of Science		1

Medical Fields		
Dental Schools	1	
Medical Schools	6	
Hospitals	6	
Gerontology	1	
Pediatrics	2	
Physiology	1	
Total	17	
Other and Unidentified		32
Peace Corps Training Program		1
Phonetics		4
Psychiatry, Neuropsychiatry, Mental Health		8
Psycholinguistics		2
Psychology		32
Religious Organizations		1
Sociology, Social Relations		1
Speech, Hearing, Communication Science, incl. Aphasia, Laryngology, Voice Disorders, Speech Pathology, Deafness		40

Table 2

Professional Specialities and Fields of Interest Listed by 200 Users of Language Research in Progress*

1.	Linguistics	
0	General	27
1	African	1
2	Anthropological	2
3	Applied	3
4	Area linguistics	1
5	Athapaskan	1
6	Bantu	1
7	Caribbean	1
8	Computational (and Machine Translation)	3
9	Contrastive Analysis	1
10	Descriptive	2
11	Dialect Geography	1
12	Dialects	1
13	Ethnolinguistics	2
14	French	1
15	Grammar	2
16	Hispanic	1
17	Iranian	1
18	Malayo-Polynesian	1
19	Mathematical	1
20	Paralinguistics	1
21	Phonetics	10
22	Phonology	3
23	Romance	4
24	Semantics	1
25	Slavic	1
26	Sociolinguistics and Language of Disadvantaged Groups	5
27	South Asian	2
28	Syntax	1
29	Theoretical	3
30	Transformational or Generative Grammar	2

* respondents allowed to list as many specialities as appropriate

2. Language Psychology, Physiology, and Pathology

1	Audiology	8
2	Child Development & Research	4
3	Cognitive Processes	1
4	Cognitive Theory	1
5	Deafness	2
6	General Semantics	1
7	Hearing	1
8	Human Learning	1
9	Language Acquisition and Development	17
10	Language Clinician	1
11	Language Comprehension	1
12	Language Learning	4
13	Language Origin	1
14	Language Pathology, Speech Pathology Stuttering, Aphasia, Language Disorders, Linguistic Aberration, Communication Disorders	20
15	Language Socialization	1
16	Language Structure	1
17	Laryngology	1
18	Learning Disabilities	1
19	Listening Research	1
20	Memory	2
21	Neurology	2
22	Neurophysiology	1
23	Neurosurgery	1
24	Problem Solving	1
25	Psychiatry	2
26	Psychoacoustics	1
27	Psychoanalysis	1
28	Psychobiology	1
29	Psycholinguistics	18
30	Psychology (general)	25
31	Psychology of language	3
32	Psychophysics	1
33	Psychosomatic Research	1
34	Speech	9
35	Speech Perception	3
36	Symbolic Behavior	1
37	Verbal Learning and Retention	2
38	Voice Resonance	1

3. Education, Teaching

3.1.	General		
	3.1.1	Educational Research	2
	3.1.2	Foreign Language Education	2
	3.1.3	Instructional Materials Development	1
	3.1.4	Instructional Media	1
	3.1.5	Language Laboratories	1
	3.1.6	Language Teaching	2
	3.1.7	Language Training	4
	3.1.8	Modern Language Teaching Methodology	3
	3.1.9	Programmed Instruction, Computer-Assisted Instruction	3
	3.1.10	Speech Education	1
3.2.	English		
	3.2.1	English Education, English Teaching, TENL, Reading, Language Arts	
	3.2.1.0	General	14
	3.2.1.1	Adult & Compensating Education	1
	3.2.1.2	Communications Skills	2
	3.2.1.3	Composition	2
	3.2.1.4	Elementary Schools	2
	3.2.1.5	Public School Administration	1
	3.2.1.6	Secondary Schools	1
	3.2.1.7	Special Education	4
	3.2.2	English as a Second or Foreign Language, TEFL, TESL, TOEFL	10
3.3.	Foreign Languages		
	3.3.1	African languages	1
	3.3.2	American Indian languages	1
	3.3.3	Ancient Near Eastern languages	1
	3.3.4	Chinese	1
	3.3.5	Classics	2
	3.3.6	Eastern African languages	1
	3.3.7	French	3
	3.3.8	German	1
	3.3.9	Japanese	1
	3.3.10	Spanish	1
	3.3.11	Thai	1
	3.3.12	Uralic-Altaic languages	2

4.	Other	
	4.1 Anthropology	1
	4.2 Automata	1
	4.3 Automatic Speech Recognition	1
	4.4 Electronic Engineering	1
	4.5 Information Science, Information Retrieval, Information Processing, Library	5
	4.6 Management Development	1
	4.7 Measurement Research	1
	4.8 Social Relations	1
	4.9 Sociology	2
	4.10 System Analysis	1
	4.11 Theatre	1

APPENDIX D

A Cost Study of the Language Research in Progress System

By Douglas Campion

The Language Research in Progress system of the Center for Applied Linguistics was created for the expedient exchange and dissemination of information on current research activities relative to the nature, structure, and dynamic aspects of language, including related work in all aspects of human communicative processes. Although LRIP is limited in scope and objective, it appears to embrace the essential elements of information systems in terms of an operating input-output mix.

In undertaking a brief cost study of LRIP's operations, I have seen fit to establish three system cost sources: acquisition, processing, and output, with output being classed as either initiative or responsive. Tasks were assigned to appropriate cost sources and the cost elements were then determined for the individual tasks.

LRIP's acquisition of information is accomplished by (1) sending out project description forms with the LRIP Report and, (2) sending special letters to prospective researchers and users whose names are offered by people on the current mailing list; project description forms are enclosed with the letters.

Project Description Forms

Costing for the project description forms was undertaken on a six-month basis, as the forms are included in the mailing of the semi-annual LRIP Report:

Labor[1]	--	
Equipment[1]	--	
Production Costs	$200	
Mailing[2]	27	
Other Costs		
Telephone[3]	--	
Administrative[3]	--	
Direct Costs		$227
Indirect Costs[4]		90.80
Total Cost		$317.80
Unit Cost (2000 units)		$ .16

Letters to Prospects

The letters sent to new prospects were costed on a monthly basis, as the operation is of a continuous nature.

Labor 15 hrs./month	$88.20[5]	
Equipment		
permanent[3, 6]	2.50	
expendable	--	
Production Costs	3.75	
Mailing	7.50	
Other Costs		
Telephone[3]	1.50	
Administrative[3]	27.00	
Cost of enclosed project description forms	11.25	
Direct Costs		$141.70
Indirect Costs[4]		56.68
Total Cost		$198.38
Unit Cost (75 units)		$2.65

Information Processing

The processing stage of this system includes the abstracting, cataloging, and indexing of units of information as acquired from the project description forms. Cost determination was conducted on a monthly basis.

Labor 40 hrs./month	$235.20[5]	
Equipment		
permanent[3, 6]	6.00	
expendable	.65	
Production Costs	--	
Mailing	--	
Other Costs		
Telephone[3]	4.00	
Administrative[3]	61.00	
Direct Costs		$306.85
Indirect Costs[4]		122.74
Total Cost		$429.59
Unit Cost (75 units)		$5.73

LRIP Report

Initiative output, the LRIP Report, was costed as a biannual operation.

Labor 140 man-hours	$823.20[5]	
Equipment		
permanent[3, 6]	20.00	
expendable	100.00	
Production Costs	900.00	
Mailing		
U.S.A.	90.00	
Overseas	36.00	
Other Costs		
Telephone[3]	14.00	
Administrative[3]	250.00	
Direct Costs		$2,233.20
Indirect Costs[4]		893.28
Total Cost		$3,126.48
Unit Cost (2000 units)		$1.56

Request Searches

The responsive output, abstract retrievals, are costed on a monthly basis. Approximately 10 request searches are requested each month; each request averages 20 abstracts.

Labor 20 hr./month	$117.60[5]	
Equipment		
permanent[3, 6]	3.00	
expendable	.50	
Production Costs	12.00	
Mailing	2.50	
Other Costs		
Telephone[3]	2.00	
Administrative[3]	36.00	
Direct Cost		$173.60
Indirect Cost[4]		69.60
Total Cost		$243.04
Unit Costs		
per abstract		$1.22
per request letter		$24.30

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1 regarded as negligible, forms are inserted and mailed with LRIP Report

2 no initial mailing costs; counts only return postage

3 allocated proportionally on the basis of man-hours of labor per month spent on the task

4 computed as 40% of direct costs

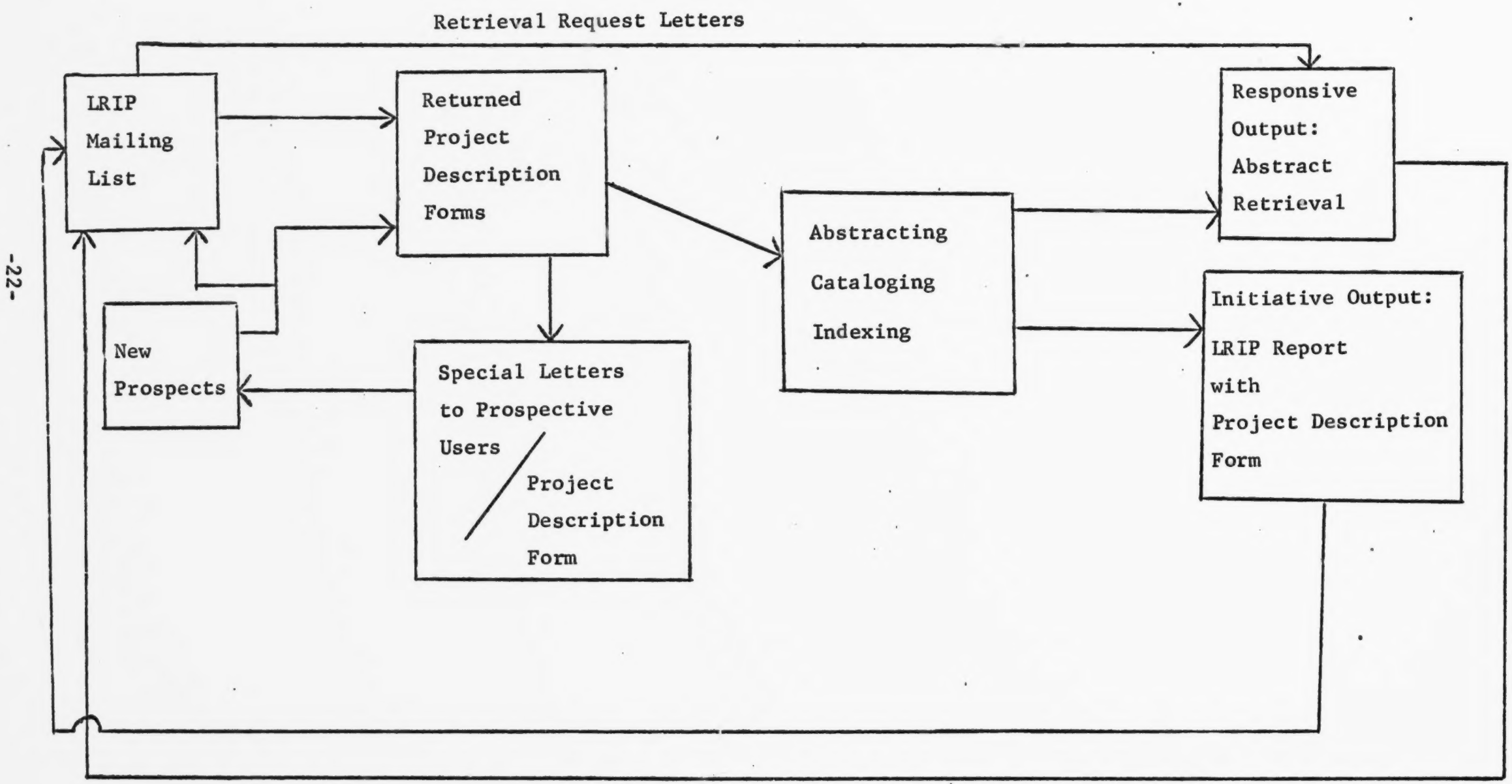
5 computed at the rate of $5.88/hr., this includes adjustments for annual and sick leave as well as 12% fringe benefits

6 permanent equipment estimated at $1,200 and depreciated over 5 years

ACQUISITION

PROCESSING

OUTPUT



LRIP FLOW CHART